

AGENDA

Monday, October 6, 2025, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

2. PRESENTATIONS: None

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

- 3.1.1 Status Report – E
- 3.1.2 Capital Plan Status - E
- 3.1.3 Strategic Plan Quarterly Report for September - E

3.2 FINANCIAL:

- 3.2.1 Financial Variance Report for period ending August 31, 2025 - E
- 3.2.2 Accounts Payable Reports for September 2025- E

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 September 15, 2025 Regular Meeting Minutes – E

4.2 BUSINESS ARISING FROM THE MINUTES: None

5. NEW & UNFINISHED BUSINESS:

- 5.1 Request for Decision Draft Loan Bylaw 1413/25 Nanton School Enhancement Committee – E
- 5.2 Request for Decision Alberta Community Partnership Program – E
- 5.3 Request for Decision Electoral Assistance from Home – E

6. CORRESPONDENCE:

6.1 FOR ACTION:

- 6.1.1 Oldman River Regional Services 2026 Fee Estimate – E

6.2 FOR INFORMATION:

6.2.1 Response from Alberta Transportation regarding Traffic Study - E

7. CLOSED CONFIDENTIAL SESSION:

7.1 Nanton Infrastructure ATIA Section 26 Disclosure Harmful to Intergovernmental Relations and Section 29 Advice from Officials

8. ADJOURNMENT:



STATUS REPORT

Meeting: October 6, 2025
Agenda Item: 3.1.1

Completed = C Under Review = UR In Progress = IP No Further Action = NFA On Hold - HOLD

CAO = Chief Administrative Officer
DO = Development Officer

CS = Corporate Services
LS = Legislative Services

OP = Operations Manager
OTHER = Staff/Contractor/etc.

COMMITTEES: GOV = Governance FIN = Finance SERV = Services REC = Recreation & Culture
ECD = Economic & Community Develop CW= Committee of the Whole

Items will move to "DEPARTMENT" or "COMMITTEE" after first reporting to Council.

COUNCIL MEETING

Res #	Description	Notes	Status	FWD
Regular Meeting September 15, 2025				

COUNCIL

Res #	Description	Notes	Status	FWD
Council Recommendations				
12-25/01/20	THRC Conceptual Plan	Drawing phase	IP	CAO
16-25/01/20	ASP for Northwest Areas of Town – ORRSC	Concept appr Aug11	IP	DO/CAO
85-25/04/21	Tribute wall design up to \$5,000		IP	LS
124-25/06/02	Bring forward draft bylaws and draft local improvement plans for the proposed Nanton industrial lands roads improvements to 18th Avenue and 19th Avenue.	Drafting work initiated	IP	CAO/CS/OP/LS
158-25/08/11	Approved 60% of \$1,083,068 to start phase 1	Resolution 124-25/06/02; local improvement area work under way	IP	CS

DEPARTMENTS

Res #	Description	Notes	ST	fw
30-25/02/03	RFD Firefighter recruitment options		IP	CS

ITEMS ON HOLD FOR FUTURE SCHEDULING/CONSIDERATION

Res #	Description	Notes
135-23/05/01	Application for a solar feasibility assessment for Town's facilities or unserved industrial lands	Future consideration contingent on Climate Action Centre funding – CS
211-24/08/12	Community Center Green Initiative Grant	Future consideration contingent upon suitable funding.
CAO Comment: These items should be individually discussed at a future Committee of the Whole.		



cao at 9:45:31 AM, 10/2/21





CAPITAL PLAN STATUS

Meeting **October 6th 2025**
Agenda Item: 3.1.2

Deferred in green text
2025 Items Only

Roadway Infrastructure		Lead: Public Works Supervisor
Roadway Rehab	Patching & repairs COMPLETE	125,000
Sidewalk replacement program	Sidewalk repair & replacement COMPLETE	50,000
Roadway assessment	Town roads assessment	50,000
Notes: Some 29 th Avenue work is almost complete for this year. 19 th Street sidewalk work complete.		
Utility Infrastructure		Lead: Manager of Operations
Waste Water Treatment Plant	Membranes	362,840
Wastewater	De-watering	1,163,800
Valve & hydrant replacement	Hydrant, valves	75,000
29 th Avenue	Service line connections COMPLETE	225,000
Waste water mains	re-lining COMPLETE	100,000
Equipment	Wastewater line Flusher truck COMPLETE	75,000
	Wastewater	83,000
Stormwater management	Westview storm pond assessment COMPLETE	17,000
Notes: Wastewater main infiltration may cause some plan re-alignment as more information develops. WWTP de-watering has arrived, installation to begin as soon as engineers are ready.		
Parks & Trails		Lead: Recreation Manager
New capital	Pocket park/rain garden at Mile 56 Park	56,500
Notes: An agreement on federal funding is largely complete – more information should be available soon, but full details still embargoed. Gazebo nearing completion. Chamber fountain has been installed (becomes municipal asset).		
Buildings		Lead: Various
THRC - arena	Transfer switch for emergency power 2026 FIRM	35,000
THRC	Elevator/lift with building modifications	300,000
THRC - pool	Pool liner COMPLETE	200,000
Town Office / Library	Window/wall updates 2026 FIRM	20,000
Fire Hall	Curb & approach updates	25,000
Community Centre	Energy efficiency upgrades	100,000



Notes:
Transfer switch on order; pool liner work awarded.

Vehicles & Equipment

Lead: Various

Equipment replacement under \$75 K	Skid steer COMPLETE	75,000
Equipment replacement over \$75 K	Bucket truck COMPLETE	90,000
Vehicle Replacement	Parks utility vehicle COMPLETE	50,000
Fire Equipment	Reserve contribution for new engine COMPLETE	75,000
Equipment	Parks mower (zero-turn) COMPLETE	30,000

Notes: Additionally, the Town has acquired an electronic sign trailer for improved crew and public safety and with consideration of the Nanton Schools project decanting. We have also had to replace an electronic pedestrian crossing that was partially destroyed at Tim Horton's, first installed in 2019.

Land Development

Administration expects discussions about the Town industrial lands roads or Westview phases to resume with Council over the course of 2025. Two major submissions have been made to the Canada Housing Infrastructure Fund for:

- **Westview ASP phases 1A and 1B**
- **The Nanton Northwest Sewer Collector**

Public Realm & Development

\$56,500 is already allocated to the Mile 56 project.

This year's capital budget, due to grant situations and other external factors, is more likely to be subject to change and amendment than in years prior.

2024 deferred project comments

Silver Willow Lodge area curb/gutter/parking expansion project – removed from capital plan at present
Playground updates – deferred to 2026
Public Works pickup – still planned for 2025 (funded from reserves/ taxed in 2024)

Next Budget

The Highway LED signs are now running into serious repair and maintenance issues, as forecast last year. While the mini PCs were replaced, it has been confirmed that the screen equipment is discontinued and that we will have only a limited amount of time available for panel replacement (24 per sign) from refurbished spares. Administration is currently attempting to pull numbers together for this at budget.





STRATEGIC PLAN UPDATE

October 6th 2025
3.1.3

QUARTERLY REPORT FOR COUNCIL

Recommendation(s):

No resolutions are required at this time.

"Top 5" Priority Activity Areas*	
Governance & Corporate	I.T. hardware and software needs (CSP change).
Community & Economic Development	Complete the work on the Mile 56 Park (Visitor Information Centre) site plan and execution with partners (funding for rain garden work, chamber improvements).
Planning & Development	Nanton Northwest Area Structure Plan
Operations	Within capital priorities and preventative maintenance, leak detection and mitigation remains of the highest order.
Emergency Services	Nanton Medical Clinic renewal

* Identification of the "Top 5" is based on Administration's sense of Council's position, current conditions for progress or a resolution affirming top priorities. Please review entire report for sense of all priorities being worked upon.

Background

Department heads and other applicable staff meet to assess progress on the current Strategic Plan ahead of the quarterly report. The strategic plan priorities, objectives and targets/strategies are subject to amendment by Council as any one of the following occurs:

- Objective completion;
- Change in priority;
- Availability of financial or other resources required;
- Operational or other impacts

The Strategic Plan should always be aligned with or address planning bylaws and adopted policies and strategies.

The 2022-25 plan, as adopted by Council, is the document that reports respond to. Council can amend the plan at any time by resolution.

Key recommendations/ issues:

- The regional water project (W4L funding) is unavoidably slow in terms of progress. Key meetings are taking place, but some consequential decisions and recommendations can only be dealt with subsequent to the municipal elections. There is a great deal of feasibility work to be addressed during the design detail phase and no stakeholder should consider anything around this file a

'done deal' at present. All the public-facing information Administration can provide can be reviewed here: <https://www.nanton.ca/government/reports/regional-water-supply>

New priorities, added April 2025:

- Planning and Development: Pursuit of funds from the Northern and Regional Economic Development Program and other sources for an Area Redevelopment Plan for Nanton's Highway 2 land corridors (grant application development underway).
- Operations: Progressively invest in a zonal (neighbourhood) water metering system that can aid water leak detection or water loss prevention through real time monitoring, pursuing eligible grant aid whenever appropriate to implement the system faster; develop an annual water utility audit process in line with best practices that work for Nanton's circumstances.

STRATEGIC PRIORITY: Governance and Corporate Services - To ensure proper governance and administration of the Town and to ensure optimal communications with residents and businesses within the community.

Actions	Status
<i>To ensure effective Administration operations for the benefit of the Town and its residents</i>	
Develop a staff development and succession plan for all appropriate positions.	Master Education Plan established. Ticket rates established in new CUPE agreement.
Replace outdated or superseded human resource policies with suitable new Administrative Policies, with a particular focus on data protection.	New CAO Administrative Policies: <i>Employee Training (2022); Non-Union Employee Training (2023); Light Duty Work restrictions (2023); Staff Dress Code (2023) Staff cellular (2022). Operations On-Call (2024). Boulevards and ROWs (2024) Computer and Device Use (2024) Door-to-Door Business Licenses (2024)</i> <i>An administrative policy that further protects municipal data remains in progress.</i> <i>The policy manual overall needs to be updated.</i>
Develop a staff engagement plan to maintain a pro-active positive culture and two-way communication.	A social committee is now in place.
Annual, measurable progress in asset management baseline and long-range work.	Ongoing
An annual Information Brief to Council on I.T. security and network health with recommendations.	Annual Reporting - Administration and Corporate Services - is produced prior to or during the Fall.
Develop a three-year I.T. hardware and software needs assessment and plan with our Contracted Service Provider.	IT services went out to RFP in 2025. Awarded to Trinus.
Improve our digital filing system in line with best practices, ensuring and safeguarding good institutional records that are easily searchable.	In progress with new Legislative & Communications Coordinator in 2024 onwards
Explore information and tools that Town Office staff can utilize to help interested residents/groups start youth/seniors/community programming.	2024-25 initiative, cross-departments The website has been replaced (2024) with an updated version. New content potential is currently being considered. Quality of Life survey completed in 2025.
<i>To enhance public engagement and participation in the Town</i>	
Develop a schedule for coffee chats and town halls with residents.	Council to review/ reconsider over 2024-5 Summer: members of Council attend the Farmer's Market.
Continue Council liaison with Community and Service Groups.	Ongoing commitment, some relationships stronger than others

Emergent Action	<p>New Post-Office electronic kiosk/ noticeboard installed in fall 2023.</p> <p>Quality of Life survey Completed in 2025.</p> <p>Different uses of electronic signage: highway signs approaching end of useful lives, options required.</p>
To ensure residents and business owners are adequately informed and ensure consistent messaging amongst Council and Administration and residents	
Review and follow Communications Policy, particularly around residents and their concerns.	Review complete (2022)
Consolidate policies and SOPs for use of communication media (Social Media, LED Signs, Farmer's Market, Post Office, Radio, etc.).	Social media part of Communications Policy (2022) LED Signs Policy (2023) Emergent use of local internet radio.
Develop policy and procedure for handling questions and queries from residents, including effective response to concerns of residents.	2024-25, involves review of complaint procedure and implementation of new website among other factors - new SOP has been developed.
To ensure advocacy at all levels of government in the best interests of the Town.	
Embrace policy briefs prepared by the Chief Administrative Officer and lobby with appropriate levels of government and other bodies in the areas of:	Ongoing. Reviewed and enhanced annually for Alberta Municipalities and other meeting and lobbying needs.
Waste Water Treatment - improvements being implemented	
Water Source: High River - funding in place	
Medical Clinic	
JT Foster School replacement - successful	
Emergency Medical Services	
Seniors' Housing	
Town employee pension solutions - goal will be achieved 2024	
Advocacy around recreation capital programming (submitted to ABMUNIS)	
Advocacy concerning a traffic signal at Highway 2 South/ 20 th Street intersection: AT count in 2026.	

STRATEGIC PRIORITY: Community and Economic Development - To ensure that the Town of Nanton develops the community and the economy, ensuring sustainability and appropriate growth.

Actions	Status
To support business attraction, retention and expansion.	
Work through the Economic Development Committee to encourage the Chamber of Commerce/Community Futures to educate businesses on succession planning.	<p><i>Committee suspended, Committee of the Whole for the time being.</i></p> <ul style="list-style-type: none"> Participating in ABSW Connect4Commerce Succession Opportunity site
Work through the Economic Development Committee to continue encouraging collaborative solutions with respect to vacant buildings.	<p><i>Committee suspended, Committee of the Whole for the time being</i></p> <ul style="list-style-type: none"> Reviewing the subclasses bylaw in 2024.
Raise awareness of the Nanton Advantage.	
<i>Develop a Nanton marketing video (completed 2023).</i>	<p>Video completed and posted to Youtube.</p> <ul style="list-style-type: none"> 25,590 views since Oct. 2023 Pilot promotion using YT paid promotions shows promise for target audiences/ locations/ audience generation. Looking for more target use locations.
Complete the work on the Mile 56 Park/ Visitor Information Centre site plan and execution with partners.	Next phase funding (rain gardens) secured, work deferred until spring 2026. \$200,000 federal grant.
To ensure sustainability of existing parks and recreation assets.	
Continue focus on the Tom Hornecker Recreation Centre cost/benefit balance.	Ongoing ethos
<i>Continue with a corporate sponsorship plan for programs and facility areas to offset costs.</i>	Ongoing awareness of opportunities. Ice resurfacers a sponsorship opportunity did not appear to be attractive for sponsorship despite wide promotion.
Work through the Parks and Recreation Committee and partners such as the Community Centre, schools, etc. to identify how programming for youth and seniors can be expanded.	<p><i>Committee currently not operating.</i></p> <p><i>Town commitment to bike rodeo continues.</i></p> <p><i>Community dialogue needed here.</i></p>
Continue to invest in parks and trails.	
<i>Continue the tree removal, replacement, and planting policy, especially to maintain tree lined streets.</i>	<p>Federal funds resulted in more planting in 2023 (\$16,000).</p> <p>Donations for trees (2020-22) \$7600; (2023) \$2200</p>
Continue to follow the Green Space Master Plan, maximizing park features.	
<i>Approve a shared use concept for available post-expansion greenspace with the Bomber Command Museum.</i>	Dialogue initiated in 2024. CAO: an information page on the Town website, indicating existing commitments might be a very good idea given how much time has passed since the ground lease.

STRATEGIC PRIORITY: Planning and Development - To ensure that the character of the Town of Nanton is preserved while facilitating appropriate growth resulting in the Town's sustainability.

Actions	Status
<i>To encourage the efficient planning of residential, commercial, industrial and institutional development that enhances the quality of life for Town residents.</i>	
Review the Land Use Bylaws, ensuring ease of understanding.	Completed. We are already looking at small changes as the Town moves forward.
Review land inventory and investigate servicing of industrial land (new cost estimates).	Industrial lands road project estimate: \$3 million. Council has green lit phased approach.
Investigate options for increasing the inventory of [serviced commercial and industrial] land.	Highway 2 Northbound areas have had their potential greatly enhanced since 2022. 18 th and 19 th Ave industrial road project under development.
Identify growth in the Town (residential, small business, industrial, etc.) with a view to setting appropriate growth targets in planning.	Clarification required in terms of what the definitions of growth are: business starts; assessment; employment increase, etc. <i>An agreed growth strategy may be required.</i>
Work on an Intermunicipal Development Plan.	IMDP initiation deferred for this term. Will likely follow after MDWC Land Use Bylaw.
Complete the Westview Area Structure Plan.	Completed in 2022.
Nanton Northwest Area Structure Plan	In initial drafting phase.
Develop shovel ready projects [for land development] to leverage funding as it becomes available.	Consulting engineers working on industrial road plan and costs; phases of Westview and NW sewer collector.
NEW: Pursuit of funds from the Northern and Regional Economic Development Program and other sources for an Area Redevelopment Plan for Nanton's Highway 2 land corridors.	<ul style="list-style-type: none"> • Proposal to be prepared over summer 2025. • Some heritage planning funding has been secured to work on selected Statements of Significance, largely in the commercial core, which could well inform this work.
<i>To maintain a balance of residential, commercial, industrial and institutional development to facilitate the fiscal sustainability of the Town of Nanton.</i>	
Develop a plan to attract appropriate type of developer, whose plans align with the area structure plan for the Westview Residential.	<ul style="list-style-type: none"> • RFP process unsuccessful • Next steps under consideration - focused at present on Canada Housing Infrastructure Fund (allowing an appropriate of time for decision before invalidating application).
Develop a plan to market the 20 serviced lots to new, reputable developers.	<ul style="list-style-type: none"> • Was not required due to high demand.

To ensure diversity of housing choices in Town.

Review and revise as appropriate Land Use Bylaws to increase affordable housing options, including secondary housing options.

Completed (2024).

STRATEGIC PRIORITY: Operations - To ensure the Town of Nanton has quality infrastructure to support and sustain its growth.

Actions	Status
To support the Town through the effective planning and implementation of Town infrastructure and assets, including waste water and roads for long-term sustainability.	
Follow Capital Projects Plan to ensure balance of financial resources and scheduled projects to meet residential needs.	Ongoing, LONG TERM work shared across departments and Council.
ALL PRIORITIES TABLES (HIGH, MEDIUM AND LOW)	Water main looping project was on the MPE infrastructure priority list and was executed in 2022. Water leak detection has changed operational priorities somewhat. 29 th Avenue service line replacements now complete, but some groundwater anomalies remain.. WTP aeration - complete 2024 WWTP dewatering - 2025/26 Regional water - application approved
Expand water and sewer capability on highway commercial land using federal funds available.	2022 works complete
Update the Offsite Levy Bylaw (for infrastructure costs generated by growth).	Complete 2024.
Execute smaller capital projects where needed and affordable (e.g. Highway 2 and 26th Avenue Intersection Improvements if eligible for a STIP grant from the Province).	Annually revised and adopted Capital Plan (Council, Operations and Administration). <ul style="list-style-type: none"> More work with consulting engineer required on a prospective STIP proposal of proportionate scale.
NEW: Progressively invest in a zonal (neighbourhood) water metering system that can aid water leak detection or water loss prevention through real time monitoring, pursuing eligible grant aid whenever appropriate to implement the system faster; develop an annual water utility audit process in line with best practices that work for Nanton's circumstances.	To a degree, a placeholder for the next term of Council for further discussion/ affirmation. Regardless of how Nanton resolves its long term raw water source questions, distribution losses, in the face of losses that resist typical leak detection methods, need to be addressed as a matter of the highest priority.
Continue paving repairs and road maintenance - report annually.	Annual reporting. PW hoping to have a consulting engineer recommend priorities for road resurfacing this year if there is sufficient budget.
Continue Preventative Maintenance Planning - report annually.	
Consideration of an air burner option for yard and branch disposal	Was declined by Council in 2023.
Make prioritized funding and borrowing decisions in the event of senior government funding not materializing.	Ongoing, LONG TERM work shared across departments and Council.

To works towards broader satisfaction concerning the Town's water quality.

Coordinate a Town Hall about the quality of the Town's water, changing perceptions about the quality of the water and providing residents with solutions to improve satisfaction with the water. This includes utilizing our engineers and operators for key messaging; summary of solutions that have been as well as could not be utilized; and experience from staff.

Information page established online.

Some kind of open house may occur in 2025/26 on the pipeline project, but unwise to proceed without firm certainty around objectives and approach.

Continue to improve operational and maintenance practices – report changes.

*Reporting requirement
JHS Committee aspect as well as asset management.*

STRATEGIC PRIORITY: Emergency Services – To ensure that an appropriate level of public emergency services and other services are provided to meet the needs of residents.

Actions	Status
<i>To advocate for an appropriate level of public emergency services and other services are provided to meet the needs of residents.</i>	
Pursue urgent care attached to Medical Clinic through lobbying	Ongoing advocacy
Update the Emergency Management Plan for specific situations and needs (e.g. Emergency Social Services, drought preparedness).	Good progress being made by DEM.
Investigate whether safety and emergency management need to be staffed in the medium term.	Not at present (2024)
Establish an enhanced volunteer Fire Chief and Deputy Fire Chief approach to management of the Nanton Fire Department capacities and operations, while ensuring that leadership have budgeted independent annual access to professional advisory services where needed.	Revised action completed June 2024.

Overall conclusion

Progress continues to be made. These priorities will likely be reworked in the first year of Council's next term (2026), but it remains a primary living guide for the corporation's efforts on the five key priority areas.



cao at 9:48:27 AM, 10/2/2024



DEPARTMENT REPORT

Meeting: October 6, 2025

Agenda Item: 3.2.1

Financial Variance – Period ending August 31, 2025

Background:

Attached and below is the variance report for the period ending August 31, 2025. 2025 has been a challenging year in some respects, but the overall picture still looks good with the exception of the issues related to wastewater and groundwater.

Statement of Operations

The statement of operations provides a good overall summary for the year to date. As can be seen, revenues so far are on track with what we budgeted, and expenses are also close in the majority of areas. As the report shows we've collected close to 90% of budgeted revenues meaning there's not a lot left to collect but it also means we may end up with higher revenues than budgeted in some areas too. For expenses, we're at 74% of budget meaning we've got approximately \$1.65 million in spending left for the year. There are a couple areas that will be discussed later in the report that may end over budget but the majority have spending on track.

Capital

2025 has been a busy year for capital as it normally is, but the numbers showing are little misleading. The dewatering project has not progressed as quickly and so there is still nearly two million yet to be spent and there is also the VIC rain garden project that has been delayed along with THRC elevator project. Work that has been completed is either on or under budget. The pool liner project is the one exception that looks like it will finish over budget but on time.

Legislative

Year to date, the numbers in the legislative budget are on par with expectations and similar to previous years. Not a lot of council travel or per diem and the new health spending has not been fully utilized. New council orientation is the other major expense and that will be coming later this year. Our early projection is that this budget will finish with a small surplus.

Corporate Services

For the administration side of the corporate services budget we are seeing a normal year and both revenue and expenditures are on track with no surprises. Materials, good and supplies is showing a little low but only because a good portion of this is related to the upcoming election. On the marketing and communications side, business license revenue is down a little bit this year but overall expenses are also down so things do look like they'll balance out. The FCSS and Library budgets are in line with

expectations and no major variances to report. The municipal enforcement budget is the last and it is looking good overall. Revenue generated from fines is on track to be a little higher than budget, while expenses look to end a little over budget. There's been some additional training needed this year along with some equipment updates that we hadn't planned on. Our initial projection for the overall corporate services budget is to be on budget or potentially a small deficit overall.

Fire Department

The fire department budget year to date in 2025 is showing no surprises with spending a little under budget. Revenue is under budget but only due to timing of receiving money and money set aside for consultant work that's been delayed. In terms of expenses, there is plans for further spending but we believe at year end there will be a small surplus.

Public Works

The public works department so far in 2025 has had a very busy year and are now gearing up for winter. There is very little revenue of course and the revenue that is noted is from the Community foundation grant the Town received on behalf of the Kosy Korner lift projects. In terms of expenses, we are sitting right around where we'd expect with no major variances to report. Street sweeping was quite successful this year and came in under budget, road and sidewalk maintenance continued and looks to be on budget and utility expenses right now are projected to be on budget or slightly below.

Environmental

Starting with the storm water budget, all is good with revenue as expected and expenses only slightly over budget. The ditch upgrades completed went a little over budget but were much needed and have helped moved storm water more efficiently.

For water, revenues generated are in line with budget so far. We are currently projecting to finish a little under budget and that is mostly to do with the wet summer that we had which led to lower water use. Expenses so far are at 61% of budget which is a little lower than projected but there is still spending required so by year end we should finish close to the budget number.

Wastewater – on the good side revenues for wastewater are on budget and we project to finish that way or a little higher. On the bad side though overall wastewater expenses are likely to finish higher. The biggest expense being sludge removal - we budgeted based on having the dewatering equipment up and running by August but unfortunately this hasn't happened so we will have to continue with our centrifuge rental (likely for the remainder of the year) and this means this line item will end approximately \$45,000 over budget. Contracted and general services does show as being way over budget right now but this includes the work that was done to alleviate the groundwater issues earlier in the year. Council did approve an initial draw from reserves of up to \$200,000 to deal with these issues and then a further \$200,000. Of that, expenses so far total \$217,511 with potentially more coming so that this type of situation does not arise again. Outside of this issue the wastewater expenses are what we expected for this point in the year.

On the waste management side, revenues are on par with expectations. Expenses are also in line or a little under budget and we don't expect that too change. The yard waste budget also looks a little bit than budgeted with expenses coming in under budget so far and with the yard waste season nearing an end it looks to stay this way.

Development

The development budget so far in 2025 is what we expected. Revenues show as being a little over and this is due to the Heritage grant that wasn't initially budgeted. This is also why expenses are higher than budget. To go along with that, the northwest area ASP is showing in expenses as well, which wasn't initially in the budget but of course this will be offset by a transfer from reserves so overall all is in line with no major variances to report.

Parks and Recreation

Starting with the Parks budget, a pretty normal and as expected budget so far. Wages are showing over budget and this is partly due to where some of the wages were coded, but also to do with a staff workplace injury that required us to hire an additional seasonal labourer. Outside of this, expenses in parks are a little below budget.

On the arena side of things, staff are now full swing into ice season and revenues here are currently on the low side but a good majority of revenue will be generated in the coming months. For expenses, we are sitting at 61% of budget which is good but there are a good number of expenses to come in. We have gone a little over budget already in building maintenance but utilities are trending lower for the year and so it does look like we'll finish on budget at this point.

Overall

Overall, 2025 has been a pretty normal year. We are seeing some minor variances both ways and this is expected. As discussed earlier, the one major variance is related to wastewater and we are doing our best to find solutions. It's difficult to predict where things will end at this point but based on what we know we feel we should finish quite close to budget and we will continue to monitor the budget and make necessary adjustments.

Submitted by: Clayton Gillespie, Corporate Services Manager

Date: October 1, 2025



Town Of Nanton
2025 Operating Budget
For the Eight Months Ending Sunday, August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
REVENUE				
Taxes	\$4,573,095	\$4,019,892	(\$553,203)	87.90%
Tfr Payments - ASFF	(\$1,121,681)	(\$459,307)	\$662,374	40.95%
Tfr Payments - MCF	(\$137,658)	(\$137,658)	\$0	100.00%
Tfr Payments - Designated Industrial	(\$334)	\$0	\$334	0.00%
Net Municipal Taxes	\$3,313,422	\$3,422,927	\$109,505	103.30%
Sales & User Fees	1,641,866	1,321,295	(320,571)	80.48%
Licenses & Permits	56,250	36,720	(19,530)	65.28%
Fines	48,000	35,048	(12,952)	73.02%
Rentals	182,073	102,314	(79,759)	56.19%
Government transfers	247,346	163,438	(83,908)	66.08%
Investment income	110,000	144,922	34,922	131.75%
Penalties & cost	54,205	52,105	(2,100)	96.13%
Franchise & Concession	352,800	211,601	(141,199)	59.98%
Other revenues	9,500	18,931	9,431	199.27%
Reserve Funds used for Operations	232,200	110,254	10,063	0.00%
Total Revenue	6,247,662	5,619,555	(496,098)	89.95%
EXPENDITURES				
Legislative	146,870	80,746	(66,124)	54.98%
General Administrative	824,532	544,302	(280,231)	66.01%
Fire	196,425	100,670	(95,755)	51.25%
Municipal Enforcement and Disaster	139,935	103,738	(36,198)	74.13%
Common services	401,501	238,725	(162,777)	59.46%
Roads	490,169	359,250	(130,919)	73.29%
Water	785,613	494,084	(308,388)	61.57%
Waste Water	806,213	809,169	(13,395)	98.37%
Solid Waste	83,000	40,246	(42,754)	48.49%
Recycling	129,771	59,994	(69,777)	46.23%
Cemetery	19,856	6,846	(13,008)	34.48%
Land - Planning, Zoning and Subdivision	178,612	151,748	(26,864)	84.96%
Marketing and Communications	50,866	30,667	(20,199)	60.29%
Parks and Recreation	1,003,188	748,551	(254,637)	74.62%
Cultural, FCSS and Public Health	166,239	123,261	(42,978)	74.15%
Transfers to other organizations (Provincial Policing)	129,388	129,388	0	100.00%
Interest on long term debt	33,209	8,895	(24,314)	26.78%
Debt principal repayment	42,275	16,629	(25,646)	39.33%
Transfer to reserves for future purposes	510,000	510,000	0	100.00%
Transfer to reserves for capital purposes	110,000	75,000	(35,000)	68.18%
Total Expenditures	6,247,662	4,631,909	(1,648,964)	74.14%
Net Operating	0	987,646		
Capital				
Capital Grant Funding (LGFF, CCBF, AMWWP & C	3,448,970	1,289,342	(2,159,628)	37.38%
Reserve Funds used for Capital	811,272	323,805	(487,467)	39.91%
Debenture Proceeds for Capital	581,900	0	(581,900)	0.00%
Capital Expenditures	(4,842,142)	(1,613,147)	3,228,995	33.31%
Net Capital	0	0	0	1
Balanced Budget	-	-	-	-

Town of Nanton
SCHEDULE I: OPERATING EXPENDITURE BY OBJECT- 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
Salaries, Wages & Benefits	\$2,326,057.25	\$1,498,151.05	(\$827,906.20)	64.41%
Contracted & General Services	1,856,349.00	1,588,301.35	(268,047.65)	85.56%
Materials, Goods, Supplies	460,350.00	289,734.36	(170,615.64)	62.94%
Utilities	601,650.00	367,575.81	(234,074.19)	61.09%
Tfrs to Boards & Agencies	129,183.00	93,310.17	(35,872.83)	72.23%
Grants to Individuals & Organizat	43,500.00	42,480.00	(1,020.00)	97.66%
Bank Charges	4,700.00	3,547.23	(1,152.77)	75.47%
Debenture Interest	33,209.00	8,895.02	(24,313.98)	26.78%
Other Expenditures	1,000.00		(1,000.00)	0.00%
TOTAL EXPENDITURES	5,455,998.25	3,891,994.99	(1,564,003.26)	71.33%



cao at 9:48:47 AM, 10/2/21

Town of Nanton
LEGISLATIVE BUDGET 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
Revenue				
Other revenues:				
1-11-00-920-00 LEG - Transfer from Reserves	(25,700)	(18,580)	7,120	72.30%
Total Revenue	(25,700)	(18,580)	25,700	0.00%
Expense				
Salaries, Wages & Benefits:				
2-11-00-132-00 COU - Statutory Deductions	2,800	2,133	(667)	76.18%
2-11-00-135-00 COUNCIL - Health spending	6,270	1,996	(4,274)	31.83%
2-11-00-150-00 COU - Allowance	86,000	48,322	(37,678)	56.19%
2-11-00-150-10 COU - Per Diem - Czop	750	1,838	1,088	245.00%
2-11-00-150-12 COU - Per Diem - Miller	750	100	(650)	13.33%
2-11-00-150-03 COU - Per Diem - Mitchell	750		(750)	0.00%
2-11-00-150-04 COU - Per Diem - Handley	1,500		(1,500)	0.00%
2-11-00-150-09 COU - Per Diem - Dozeman	750		(750)	0.00%
2-11-00-150-13 COU - Per Diem - Sorenson	750		(750)	0.00%
2-11-00-150-14 COU - Per Diem - Todd	750		(750)	0.00%
Total Salaries, Wages & Benefits	101,070	54,388	(46,682)	53.81%
Contracted & General Services:				
2-11-00-211-00 COU - Travel, Subsis, Training	10,000	1,493	(8,507)	14.93%
2-11-00-211-10 COU - Trav, Subsis, Training - Czop	1,000	1,406	406	140.56%
2-11-00-211-12 COU - Trav, Subsis, Training - Miller	1,000	98	(902)	9.82%
2-11-00-220-00 COU - Information Services	2,500	845	(1,655)	33.79%
2-11-00-230-00 COU - Professional Services				
2-11-00-274-00 COU- Insurance & Bonds	600	525	(75)	87.50%
2-11-00-211-03 COU - Trav, Subsis, Training - Mitchell	1,000		(1,000)	0.00%
2-11-00-211-04 COU - Trav, Subsis, Training - Handley	1,500		(1,500)	0.00%
2-11-00-211-09 COU - Trav, Subsis, Training - Dozeman	1,000		(1,000)	0.00%
2-11-00-211-13 COU - Trav, Subsis, Training - Sorenson	1,000		(1,000)	0.00%
2-11-00-211-14 COU - Trav, Subsis, Training - Todd	1,000		(1,000)	0.00%
Total Contracted & General Services	20,600	4,367	(16,234)	21.20%
Materials, Goods, Supplies :				
2-11-00-514-00 COU - Consumable Foods	2,500	197	(2,303)	7.87%
2-11-00-519-00 COU- Misc Goods and supplies	4,000	3,215	(785)	80.37%
Total Materials, Goods, Supplies	6,500	3,412	(3,088)	52.49%
Tfrs & Grants to Other Organizations:				
2-11-00-770-00 COU - Grants to Individulas & Organizator	18,700	18,580	(120)	99.36%
Total Tfrs & Grants to Other Organizations	18,700	18,580	(120)	99.36%
Total Expense	146,870	80,746	(66,124)	54.98%
NET EXCESS (DEFICIT)	(172,570)	(78,750)	93,820	45.63%

Town of Nanton
CORPORATE SERVICES BUDGET 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
ADMINISTRATION				
Revenue				
Sales & User Fees	3,750	3,057	(693)	81.51%
Penalties, Permits, Fines	1,300	798	(502)	61.38%
Government transfers	5,000		(5,000)	0.00%
Other revenues	7,000	130	(6,870)	1.86%
Total Revenue	17,050	3,985	(13,065)	23.37%
Expense				
Salaries, Wages & Benefits	534,232	345,237	(188,996)	64.62%
Contracted & General Services	257,900	187,697	(70,203)	72.78%
Materials, Goods, Supplies	20,500	4,251	(16,249)	20.73%
Utilities	7,200	4,306	(2,894)	59.81%
Service Charges, Debentures	3,700	2,245	(1,455)	60.69%
Other Expenditures	1,000		(1,000)	0.00%
Total Expense	824,532	543,736	(280,796)	65.94%
NET EXCESS (DEFICIT)	(807,482)	(539,751)	267,731	66.84%
MARKETING & COMMUNICATIONS				
Revenue				
Business Licences	27,000	23,010	(3,990)	85.22%
Other revenues		93	93	0.00%
Total Revenue	27,000	23,103	(3,897)	85.57%
Expense				
Contracted & General Services	23,066	6,774	(16,292)	29.37%
Materials, Goods, Supplies	2,500		(2,500)	0.00%
Utilities	1,300	793	(507)	61.00%
Tfrs & Grants to Other Groups	24,000	23,100	(900)	96.25%
Total Expense	50,866	30,667	(20,199)	60.29%
NET EXCESS (DEFICIT)	(23,866)	(7,564)	16,302	31.69%
FCSS				
Revenue				
Government transfers	61,346	46,010	(15,336)	75.00%
Total Revenue	61,346	46,010	(15,336)	75.00%
Expense				
Contracted & General Services	3,685	4,425	740	120.09%
Utilities	3,900	2,165	(1,735)	55.51%
Tfrs & Grants to Other Organizations	76,683	57,513	(19,170)	75.00%
Total Expense	84,268	64,103	(20,165)	76.07%
NET EXCESS (DEFICIT)	(22,922)	(18,093)	4,829	78.93%
LIBRARY				

Town of Nanton
CORPORATE SERVICES BUDGET 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
Revenue				
Expense				
Contracted & General Services	22,021	19,054	(2,967)	86.53%
Materials, Goods, Supplies	250		(250)	0.00%
Utilities	7,200	4,306	(2,894)	59.81%
Tfrs & Grants to Other Organizations	52,500	35,798	(16,702)	68.19%
Total Expense	81,971	59,158	(22,813)	72.17%
NET EXCESS (DEFICIT)	(81,971)	(59,158)	22,813	72.17%

MUNICIPAL ENFORCEMENT

Revenue				
Penalties, Permits, Fines	53,000	41,383	(11,617)	78.08%
Other revenues		3,619	3,619	0.00%
Total Revenue	53,000	45,002	(7,998)	84.91%
Expense				
Salaries, Wages & Benefits	117,525	81,134	(36,391)	69.04%
Contracted & General Services	10,110	10,937	827	108.18%
Materials, Goods, Supplies	12,300	11,666	(634)	94.85%
Total Expense	139,935	103,738	(36,198)	74.13%
NET EXCESS (DEFICIT)	(86,935)	(58,736)	28,200	67.56%

Town of Nanton
Fire Department BUDGET 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
Revenue				
Sales & User Fees		\$920	\$920	0.00%
Rentals, Franchise, Contracts	41,648	24,295	(17,353)	58.33%
Government transfers	9,000		(9,000)	0.00%
Other revenues	23,500		(23,500)	0.00%
Total Revenue	74,148	25,215	(48,933)	34.01%
Expense				
Salaries, Wages & Benefits	64,225	23,264	(40,961)	36.22%
Contracted & General Services	97,300	42,179	(55,121)	43.35%
Materials, Goods, Supplies	22,150	26,294	4,144	118.71%
Utilities	12,750	8,933	(3,817)	70.06%
Total Expense	196,425	100,670	(95,755)	51.25%
NET EXCESS (DEFICIT)	(122,277)	(75,455)	46,822	61.71%

Town of Nanton
PUBLIC WORKS BUDGET - 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
COMMON SERVICES				
Revenue				
Government transfers		\$10,000	\$10,000	0.00%
Other revenues	8,000		(8,000)	0.00%
Total Revenue	8,000	10,000	2,000	125.00%
Expense				
Salaries, Wages & Benefits	202,501	109,298	(93,204)	53.97%
Contracted & General Services	85,400	68,640	(16,760)	80.37%
Materials, Goods, Supplies	71,100	36,555	(34,545)	51.41%
Utilities	42,500	24,232	(18,268)	57.02%
Total Expense	401,501	238,725	(162,777)	59.46%
NET EXCESS (DEFICIT)	(393,501)	(228,725)	164,777	58.13%
ROADS				
Revenue				
Other revenues	4,500		(4,500)	0.00%
Total Revenue	4,500		(4,500)	0.00%
Expense				
Salaries, Wages & Benefits	160,314	114,076	(46,237)	71.16%
Contracted & General Services	134,355	110,732	(23,623)	82.42%
Materials, Goods, Supplies	39,500	25,616	(13,884)	64.85%
Utilities	156,000	108,826	(47,174)	69.76%
Total Expense	490,169	359,250	(130,919)	73.29%
NET EXCESS (DEFICIT)	(485,669)	(359,250)	126,419	73.97%
CEMETERY				
Revenue				
Sales & User Fees	12,100	16,903	4,803	139.69%
Government transfers	3,000	3,000		100.00%
Total Revenue	15,100	19,903	4,803	131.81%
Expense				
Salaries, Wages & Benefits	8,407	3,842	(4,566)	45.69%
Contracted & General Services	5,247	2,579	(2,668)	49.15%
Materials, Goods, Supplies	6,200	426	(5,774)	6.87%
Total Expense	19,854	6,846	(13,008)	34.48%
NET EXCESS (DEFICIT)	(4,754)	13,057	17,811	(274.63%)
NET PUBLIC WORKS	(883,924)	(574,917)	309,007	65.04%

Town of Nanton
ENVIRONMENTAL SERVICES BUDGET - 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
STORM WATER COLLECTION				
Revenue				
Sales & User Fees	\$29,000	\$19,442	(\$9,558)	67.04%
Other revenues	7,500		(7,500)	0.00%
Total Revenue	36,500	19,442	(17,058)	53.27%
Expense				
Salaries, Wages & Benefits	16,875	12,729	(4,146)	75.43%
Contracted & General Services	21,000	23,514	2,514	111.97%
Total Expense	37,875	36,243	(1,632)	95.69%
NET EXCESS (DEFICIT)	(1,375)	(16,801)	(15,426)	1221.77%
WATER SERVICES				
Revenue				
Sales & User Fees	670,100	452,487	(217,613)	67.53%
Penalties, Permits, Fines	5,000	5,372	372	107.43%
Government transfers	20,000		(20,000)	0.00%
Other revenues				
Total Revenue	695,100	457,859	(237,241)	65.87%
Expense				
Salaries, Wages & Benefits	244,703	157,383	(87,321)	64.32%
Contracted & General Services	335,660	187,649	(148,011)	55.90%
Materials, Goods, Supplies	127,250	94,798	(32,452)	74.50%
Utilities	78,000	46,396	(31,604)	59.48%
Service Charges, Debentures	16,859	7,858	(9,001)	46.61%
Total Expense	802,472	494,084	(308,388)	61.57%
NET EXCESS (DEFICIT)	(107,372)	(36,225)	71,147	33.74%
WASTE WATER SERVICES				
Revenue				
Taxes	6,666	6,469	(197)	97.04%
Sales & User Fees	716,000	466,306	(249,694)	65.13%
Penalties, Permits, Fines	2,405		(2,405)	0.00%
Government transfers	20,000		(20,000)	0.00%
Other revenues				
Total Revenue	745,071	472,774	(272,297)	63.45%
Expense				
Salaries, Wages & Benefits	244,703	160,457	(84,246)	65.57%
Contracted & General Services	291,835	463,150	171,315	158.70%
Materials, Goods, Supplies	51,800	40,907	(10,893)	78.97%
Utilities	180,000	107,376	(72,624)	59.65%
Service Charges, Debentures	16,350	1,037	(15,313)	6.34%
Total Expense	784,688	772,926	(11,763)	98.50%
NET EXCESS (DEFICIT)	(39,617)	(300,151)	(260,534)	757.63%

Town of Nanton
ENVIRONMENTAL SERVICES BUDGET - 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
SOLID WASTE COLLECTION				
Revenue				
Sales & User Fees	100,000	67,151	(32,849)	67.15%
Total Revenue	100,000	67,151	(32,849)	67.15%
Expense				
Contracted & General Services	81,000	40,246	(40,754)	49.69%
Materials, Goods, Supplies	2,000		(2,000)	0.00%
Total Expense	83,000	40,246	(42,754)	48.49%
NET EXCESS (DEFICIT)	17,000	26,905	9,905	158.26%
RECYCLING & Yard Waste				
Revenue				
Sales & User Fees	76,500	50,999	(25,501)	66.67%
Government transfers	36,000	18,453	(17,547)	51.26%
Other revenues				
Total Revenue	112,500	69,452	(43,048)	61.74%
Expense				
Salaries, Wages & Benefits	42,351	21,033	(21,318)	49.66%
Contracted & General Services	85,070	37,936	(47,134)	44.59%
Materials, Goods, Supplies	750		(750)	0.00%
Utilities	1,600	1,026	(574)	64.10%
Total Expense	129,771	59,994	(69,777)	46.23%
NET EXCESS (DEFICIT)	(17,271)	4,919	22,190	(28.48%)
ENVIRONMENTAL NET EXCESS (DEFICIT)	(148,636)	(321,353)	(172,718)	216.20%

Town of Nanton
LAND - PLANNING,ZONING,and SUBDIVISION - 2025
For the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
DEVELOPMENT & ZONING				
Revenue				
Sales & User Fees	\$1,500	\$1,265	(\$235)	84.33%
Penalties, Permits, Fines	24,250	7,375	(16,875)	30.41%
Government transfers		21,428	21,428	0.00%
Other revenues	500	475	(25)	95.00%
Total Revenue	26,250	30,543	4,293	116.35%
Expense				
Salaries, Wages & Benefits	90,812	59,241	(31,571)	65.23%
Contracted & General Services	86,900	89,942	3,042	103.50%
Materials, Goods, Supplies	400	90	(310)	22.51%
Total Expense	178,112	149,274	(28,838)	83.81%
NET EXCESS (DEFICIT)	(151,862)	(118,731)	33,131	78.18%
SUBDIVISION LAND				
Revenue				
Sales & User Fees		195,114	195,114	0.00%
Other revenues	3,925	3,360	(565)	85.61%
Total Revenue	3,925	198,474	194,549	5056.66%
Expense				
Contracted & General Services	500	2,474	1,974	494.82%
Total Expense	500	2,474	1,974	494.82%
NET EXCESS (DEFICIT)	3,425	196,000	192,575	5722.62%

Town of Nanton
PARKS AND RECREATION - 2025
Actuals for the eight (8) months ending August 31, 2025



	2025 Budget	2025 Actual YTD	2025 Variation YTD	2025 %
PARKS				
Revenue				
Rentals, Franchise, Contracts	\$1,000	\$1,618	\$618	161.84%
Government transfers		1,000	1,000	0.00%
Total Revenue	1,000	2,618	1,618	261.84%
Expense				
Salaries, Wages & Benefits	124,030	147,943	23,913	119.28%
Contracted & General Services	85,000	89,720	4,720	105.55%
Materials, Goods, Supplies	39,900	15,085	(24,815)	37.81%
Utilities	4,200	2,203	(1,997)	52.44%
Total Expense	253,130	254,950	1,821	100.72%
NET EXCESS (DEFICIT)	(252,130)	(252,332)	(202)	100.08%

TOM HORNECKER RECREATION CENTRE

Revenue				
Sales & User Fees	26,250	27,094	844	103.21%
Rentals, Franchise, Contracts	136,300	73,041	(63,259)	53.59%
Government transfers	92,000	82,000	(10,000)	89.13%
Other revenues	50,000	14,614	(35,386)	29.23%
Total Revenue	304,550	196,748	(107,802)	64.60%
Expense				
Salaries, Wages & Benefits	285,848	125,120	(160,728)	43.77%
Contracted & General Services	206,050	193,688	(12,362)	94.00%
Materials, Goods, Supplies	26,250	11,159	(15,091)	42.51%
Utilities	107,000	57,016	(49,984)	53.29%
Total Expense	625,148	386,982	(238,166)	61.90%
NET EXCESS (DEFICIT)	(320,598)	(190,234)	130,364	59.34%

POOL

Revenue				
Government transfers	1,000		(1,000)	0.00%
Total Revenue	1,000		(1,000)	0.00%
Expense				
Salaries, Wages & Benefits	88,460	83,007	(5,453)	93.84%
Contracted & General Services	3,650	1,684	(1,966)	46.14%
Materials, Goods, Supplies	31,000	19,476	(11,524)	62.83%
Tfrs & Grants to Other Organizations	800	800		100.00%
Service Charges, Debentures	1,000	736	(264)	73.65%
Total Expense	124,910	105,703	(19,206)	84.62%
NET EXCESS (DEFICIT)	(123,910)	(105,703)	18,206	85.31%



Town of Nanton**Vendor Cheque Register****Range: September 1 to September 31, 2025****Sorted by: Cheque Date**

Cheque Number	Vendor	Cheque Date	Amount	Cheque Details
EFT0000000006456	555 Millwright Services LTD	9/10/2025	\$1,779.75	WWTP maintenance
EFT0000000006457	Aplin and Martin	9/10/2025	\$6,730.76	Regional waterline consulting
EFT0000000006458	Associated Engineering AB Ltd.	9/10/2025	\$25,182.76	VIC raingarden engineering
EFT0000000006459	Canadian Linen & Uniform	9/10/2025	\$74.61	Office & Library mat cleaning
EFT0000000006460	Canoe Procurement Group of Canada	9/10/2025	\$646.74	Signage and hardware
EFT0000000006461	ClearTech Industries Inc	9/10/2025	\$5,751.56	Water plant chemicals
EFT0000000006462	Contain-A-Way Services	9/10/2025	\$3,039.31	Waste management services
EFT0000000006463	Coyote Courier Ltd	9/10/2025	\$466.20	Courier fees
EFT0000000006464	Czop, Victor	9/10/2025	\$220.96	Per diem and travel expenses
EFT0000000006465	Dump Gump	9/10/2025	\$2,100.00	Bin services for yard waste
EFT0000000006466	Enfield, Tracy	9/10/2025	\$915.00	Office & council meeting room cleaning
EFT0000000006468	Foothills Regional Services Comm.	9/10/2025	\$10,033.00	Dewatered sludge = \$7,272 Residential waste = \$2,440 Yard waste = \$321
EFT0000000006469	G & JD Construction	9/10/2025	\$4,877.25	Cemetery brick work
EFT0000000006470	Hicklin Motors	9/10/2025	\$756.57	Vehicle repair and maintenance
EFT0000000006471	Hifab Holdings Ltd	9/10/2025	\$125.93	Shipping charges
EFT0000000006472	iA Financial Group	9/10/2025	\$89.51	Employee benefits
EFT0000000006474	Saddle Mountain Tire	9/10/2025	\$1,053.10	Tire repairs and maintenance
EFT0000000006475	Town & Country Kosy Korner	9/10/2025	\$22,492.50	Elevator lift project
EFT0000000006476	LAPP Corporation c/o Alberta Pension	9/10/2025	\$6,339.12	Employee pension
EFT0000000006477	Les Industries Fournier Inc.	9/10/2025	\$329,301.00	Dewatering equipment (Capital)
EFT0000000006478	Linde Canada Inc.	9/10/2025	\$724.84	Water plant chemicals
EFT0000000006479	M & RS Controls	9/10/2025	\$24,168.54	New meter reading equipment
EFT0000000006480	Matrix Video Communications Comm.	9/10/2025	\$438.90	LED notice board annual fee

EFT0000000006482	Nanton Auto Parts Ltd.	9/10/2025	\$150.59	Miscellaneous supplies
EFT0000000006483	Nanton Home Hardware Building	9/10/2025	\$110.66	Miscellaneous supplies
EFT0000000006484	New-Alta Electric	9/10/2025	\$1,054.73	Electrical repair and maintenance
EFT0000000006485	NextGen Automation	9/10/2025	\$177.51	Photocopier fees
EFT0000000006486	NL Smith & Sons Const Ltd	9/10/2025	\$5,517.75	Groundwater berm work
EFT0000000006488	RecordXpress StorageVault Canada	9/10/2025	\$28.35	Office paper shredding services
EFT0000000006489	Somerset Tree Service Ltd	9/10/2025	\$21,000.00	Tree maintenance program
EFT0000000006490	Super Save Disposal (AB) Ltd	9/10/2025	\$1,534.85	Waste management services
EFT0000000006491	Superior Safety Codes	9/10/2025	\$6,711.29	Safety code fees
EFT0000000006492	T & T Disposal Services	9/10/2025	\$6,606.38	Waste management services
EFT0000000006494	UFA Co-operative Ltd	9/10/2025	\$4,336.63	Fuel
EFT0000000006495	Uline Canada Corporation	9/10/2025	\$283.89	Miscellaneous supplies
020602	4 Seasons Maintenance	9/25/2025	\$144.38	Yard cleanup services
020603	AJ's Trophies & Awards	9/25/2025	\$88.99	Desk & park plates
020604	Alberta Fire Chiefs Association	9/25/2025	\$132.57	Emergency management materials
020605	Aquam Aquatic Specialist Inc.	9/25/2025	\$3,581.46	Pool supplies
020606	Chubb Life Insurance Company	9/25/2025	\$151.43	Employee benefits
020607	Claresholm Local Press	9/25/2025	\$218.75	Monthly advertising
020608	Derek McNiece Promotions	9/25/2025	\$446.41	Fire department clothing
020609	Farmboy Landscaping & Maintenance	9/25/2025	\$6,756.75	MGA cleanup order costs
020610	Government of Alberta	9/25/2025	\$35.00	Land title fees
020611	Kel-Krete	9/25/2025	\$5,460.00	Sidewalk improvements
020613	Pitney Bowes	9/25/2025	\$312.23	Postage meter fees
020614	Royal Life Saving Society Canada	9/25/2025	\$270.00	Lifeguard training
020615	SAHI Contracting	9/25/2025	\$500.00	Security deposit refund
020616	Stavely & District Ag Society	9/25/2025	\$449.40	Ice making supplies
020617	TDH Fluid Systems	9/25/2025	\$11,596.20	Sulzer pump repairs
EFT0000000006496	911 Supply	9/25/2025	\$430.45	Fire department supplies
EFT0000000006497	Allied Industrial Dynamics	9/25/2025	\$15,750.00	Centrifuge rental
EFT0000000006498	Aplin and Martin	9/25/2025	\$523.69	Regional waterline consulting
EFT0000000006499	Aquatic Amusements	9/25/2025	\$79,267.04	Pool liner payment
EFT0000000006500	Big Hill Services	9/25/2025	\$809.87	Ice making supplies
EFT0000000006501	Canadian Linen & Uniform	9/25/2025	\$74.61	Office & library mat cleaning

EFT0000000006502	Canoe Procurement Group of Canada	9/25/2025	\$3,198.76	Janitorial and other misc. supplies
EFT0000000006503	CARO Analytical Services	9/25/2025	\$312.90	Water testing
EFT0000000006504	Elan Construction Limited	9/25/2025	\$24,369.33	THRC Phase 2 consulting
EFT0000000006505	First Call Monuments	9/25/2025	\$309.75	Cemetery plaque
EFT0000000006506	Gregg Distributors Company Ltd	9/25/2025	\$1,739.81	Winterporoof antifreeze
EFT0000000006507	Hifab Holdings Ltd	9/25/2025	\$523.04	Shipping charges
EFT0000000006508	Klearwater Equipment	9/25/2025	\$7,314.30	Water & wastewater plant chemicals
EFT0000000006509	LAPP Corporation c/o Alberta Pension	9/25/2025	\$6,317.33	Employee pension
EFT0000000006511	MPE Engineering Ltd	9/25/2025	\$8,194.20	Dewatering project engineering
EFT0000000006512	Nanton Auto Parts Ltd.	9/25/2025	\$207.62	Miscellaneous supplies
EFT0000000006513	Nanton Home Hardware Building	9/25/2025	\$1,187.69	Miscellaneous supplies
EFT0000000006514	New-Alta Electric	9/25/2025	\$234.68	Electrical repair and maintenance
EFT0000000006515	NextGen Automation	9/25/2025	\$129.63	Photocopier fees
EFT0000000006516	Oldman River Regional Services	9/25/2025	\$29.19	Maps
EFT0000000006517	Orkin Canada Corporation	9/25/2025	\$257.07	Pest control
EFT0000000006518	Purolator Inc.	9/25/2025	\$491.27	Shipping charges
EFT0000000006519	Shawne Excavating	9/25/2025	\$10,534.24	Waterline repairs
EFT0000000006520	TJ's Industrial Cleaning Services	9/25/2025	\$866.25	THRC ktichen oven cleaning
EFT0000000006521	TransAlta Energy Marketing	9/25/2025	\$41,152.79	Power and natural gas charges
EFT0000000006522	Trinus Technologies Inc	9/25/2025	\$8,327.87	IT services
EFT0000000006523	Wainbee	9/25/2025	\$2,086.05	Water plant equipment

Total cheques =77

Total amount: \$739,603.54



cao at 9:49:19 AM, 10/2/21



MINUTES

September 15, 2025, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

REGULAR COUNCIL MEETING

COUNCIL PRESENT: Mayor Jennifer Handley and Councillors Victor Czop, John Dozeman, Roger Miller, Dave Mitchell, and Ken Sorenson.

ABSENT: Councillor Roger Miller

OTHERS PRESENT:	Neil Smith	Chief Administrative Officer
	Clayton Gillespie	Corporate Services Manager
	Sara-Lynn Lyons	Legislative Services & Communications

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Regular Meeting was called to order by Mayor Handley at 7:00 p.m.

RESOLUTION # 173 – 25/09/15 - Czop

The Regular Council agenda for September 15, 2025, was accepted as presented. CARRIED

2. PRESENTATIONS: None

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

- 3.1.1 Status Report – E
- 3.1.2 Capital Plan Status - E
- 3.1.3 Monthly Report – E

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports for August 2025

3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager - E
- 3.3.2 Operations Manager – E
- 3.3.3 Recreation Manager - E
- 3.3.4 Planning & Development Officer - E
- 3.3.5 Fire Chief - E
- 3.3.6 Peace Officer – E
- 3.3.7 Emergency Management - E

3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY
- 3.4.2 COUNCILLOR VICTOR CZOP - E
- 3.4.3 COUNCILLOR ROGER MILLER

- 3.4.4 COUNCILLOR DAVE MITCHELL
- 3.4.5 COUNCILLOR KEN SORENSON
- 3.4.6 COUNCILLOR JOHN DOZEMAN

RESOLUTION # 174 – 25/09/15 - Mitchell

Moved that all written reports, as recorded on the agenda for September 15, 2025, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 September 2, 2025 Regular Council Meeting Minutes – E

RESOLUTION # 175 – 25/09/15 - Sorenson

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Regular Meeting of the Council of the Town of Nanton held September 2, 2025, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES: None

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Franchise Fees – E

RESOLUTION # 176 – 25/09/15 - Dozeman

Moved to increase the Fortis franchise fee for 2026 to 10% and an increase to Atco franchise fees for 2026 to 20% with additional revenue to go to the public realm and sustainability reserves. CARRIED

5.2 Request for Decision Draft Bylaw 1412/25 Repeal Obsolete Bylaws – E

RESOLUTION # 177 – 25/09/15 - Mitchell

Moved to read Town of Nanton Bylaw #1412/25, a Bylaw to repeal legislatively obsolete bylaws, for a first time. CARRIED

RESOLUTION # 178 – 25/09/15 - Dozeman

Moved to read Town of Nanton Bylaw #1412/25 for a second time. CARRIED

RESOLUTION # 179 – 25/09/15 - Sorenson

Unanimous consent to read Town of Nanton Bylaw #1412/25 for a third time was granted by all Council present. CARRIED

RESOLUTION # 180 – 25/09/15 - Czop

Moved to read Town of Nanton Bylaw #1412/25 for a third and final time. CARRIED

5.3 Request for Decision Public Complaint Policy – E

RESOLUTION # 181 – 25/09/15 - Czop

Moved that Policy 26-108-22/03/21 Public Complaint Process be rescinded and replaced with an Administrative Standard Operating Procedure for the management of public complaints. CARRIED

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.1.1 Proclamation Request Inclusion Foothills. - E

6.2 FOR INFORMATION:

6.2.1 Nanton Native Learning Circle Thank-you – E

6.2.2 Livingstone Range School Division Elementary School Groundbreaking – E

6.2.3 Nanton Branch 80 “National Legion Week” – E

John Dozeman left the meeting at 7:48 p.m. and returned at 7:51 p.m.

7. CLOSED CONFIDENTIAL SESSION: None

8. ADJOURNMENT:

RESOLUTION # 182 – 25/09/15 - Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 7:53 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 6th day of October, 2025.



REQUEST FOR DECISION

Meeting: October 6, 2025
Agenda Item: 5.1

Loan Bylaw – Nanton School Enhancement Committee

ADMINISTRATIVE RECOMMENDATION:

Approve first reading of Bylaw No. 1413/25 as presented.

DECISION OPTIONS:

- ☒ #1 – Approve first reading of the proposed Loan Rate Bylaw
- ☐ #2 – Refer back to administration.
- ☐ #3 –

PURPOSE:

Administration is requesting council pass first reading of the attached Loan Bylaw – No 1413/25..

BACKGROUND / IMPLICATIONS:

In December 2023 the Nanton School Enhancement Committee presented to council on its desire to fundraise for enhancements to the new build AB Daley School which at the time had received design funding from the province and the following resolution was passed –

RESOLUTION #352 – 23/12/11- Miller

Moved that the Chief Administrative Officer communicate to the Nanton School Enhancement Committee, Nanton Futures Foundation and Livingstone Range School Division Council's intent to consider a loan and/or borrowing bylaws in early 2024 to lend up to \$690,000 to the Nanton Futures Foundation for the purpose of underwriting community fundraising efforts for enhancements to the new build of A.B. Daley School. CARRIED

Since then, the committee received approval from Livingstone Range School Division to fundraise, and the province has approved construction funding for both schools. Part of the committee's approval to fundraise (as they noted in their presentation) though was that they have a guarantor which they asked of the Town. Administration investigated and sought legal advice on the subject and prepared a loan bylaw in May 2024 which passed first reading. The intent being, if the committee is unable to fundraise the amount required the Town would loan them up to a certain amount of money to ensure the cost of the enhancements are covered.

Construction is now underway, and the amount required for the enhanced learning commons is now officially known. The Nanton School Enhancement Committee, however, is no longer working with the Nanton Future Foundation and so Bylaw 1383/24 that received first reading is no longer required. Administration has prepared a new loan bylaw (1413/25) which is attached for consideration.

The loan bylaw (as before) that administration has prepared includes all MGA requirements, and outlines that the Town will utilize reserves for the loan should it be required. This has been done as the Town does have the required reserves – we can always decide to change this and borrow the money or a portion if desired or required in the future. If that happened, we'd have to put a borrowing bylaw in place. As per section 265 (3) of the MGA the loan bylaw requires advertising so after first reading administration would advertise appropriately (for two weeks) and then bring back for second and third reading.

The Livingstone School Range School Division office has advised that the funds required will be divided into three payments (payable to LRSD) as follows:

Initial Financial Contribution \$138,000 - 10 days after requested by the Province
 Second Financial Contribution \$138,000 - 10 days after requested by the Province
 Third Financial Contribution \$414,000 - 10 days after requested by the Province

We do not know when the province will request the money, but we do know the Enhancement Committee has already raised \$215,000 and they are currently planning for another large fundraiser to be held on November 1. Based on this information the committee should be able to cover the first and second payments, but this will of course greatly depend on the province's timing.

The money that has already been raised by the committee has been factored into the loan bylaw meaning the amount the Town could potentially loan is lower and this also means that amount that will count against the Town's overall borrowing capacity will be less.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount): _____

Communications/PR:

Applicable Legislation: Appropriate MGA Sections

Attachments: Partnership Statement of Commitment

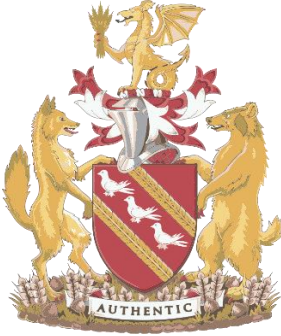
Prepared By: Clayton Gillespie, Corporate Services Manager

Date: September 25, 2025

APPROVED BY: Neil Smith, Chief Administrative Officer:

STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	CORE SERVICES	<input type="checkbox"/>	FINANCE & I.T.
<input type="checkbox"/>	ECONOMIC DEVELOPMENT PRIORITIES	<input checked="" type="checkbox"/>	COMMUNITY DEVELOPMENT PRIORITIES
<input type="checkbox"/>	GOVERNANCE	<input type="checkbox"/>	SINGLE ISSUE PRIORITY
Please detail the specific strategic priority and objective if applicable: No specific priority or objective.			





Town of Nanton

BYLAW NUMBER: 1413/25

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF LOANING MONEY TO THE NANTON SCHOOL ENHANCEMENT COMMITTEE, WHICH IS A NOT-FOR-PROFIT ORGANIZATION.

WHEREAS pursuant to Section 264(2) of the Municipal Government Act RSA 2000, Chapter M-26, Part 2, and amendments thereto, authorizes a Municipal Council to pass bylaws to loan funds to a not-for-profit organization;

AND WHEREAS the Livingstone Range School Division has advocated the Alberta Provincial Government for improved school building facilities in Nanton and has successfully been awarded design and construction funding from Alberta Education;

AND WHEREAS the Nanton School Enhancement Committee received approval from the Livingstone Range School Division to partner in raising funds for an expanded Learning Commons space in the new elementary school (the "Project"), with the additional funding required estimated to be \$690,000.

AND WHEREAS the Nanton School Enhancement Committee has agreed to fundraise on behalf of the Project and as of September 24, 2025 has raised \$215,000.

AND WHEREAS the Town of Nanton is prepared to loan money to the Nanton School Enhancement Committee as may be required to make up any shortfall in funding for the Project.

NOW THEREFORE the Council of the Town of Nanton in the Province of Alberta duly assembled does hereby enact the following:

1. ENACTMENT:

This Bylaw No. 1413/25 shall be known as the Nanton School Enhancement Loan Bylaw.

2. PURPOSE:

- 2.1 The Town of Nanton will lend the Nanton School Enhancement Committee up to four hundred and seventy-five thousand dollars (\$475,000) for the purpose of covering any shortfall in fundraising for the Project.

3. PROVISIONS:

- 3.1 The rate of interest to be paid on the loan will be zero percent (0%) for a term of 60 months from the time any funds are advanced to the Nanton School Enhancement Committee (the "Term").
- 3.2 The Nanton School Enhancement Committee may repay all or any part of the funds prior to the expiry of the Term, and the balance outstanding is due upon the expiry of the Term.
- 3.3 It is anticipated that the Nanton School Enhancement Committee repay the funds loaned by the Town based on fundraising activities.
- 3.4 The source of funding the Town of Nanton will utilize for the loan will be a combination of the Town of Nanton Municipal Land Development & Engineered Infrastructure Reserves.
- 3.5 Prior to the Town of Nanton advancing any funds to the Nanton School Enhancement Committee, the committee will enter into a written loan agreement consistent with the terms of this Bylaw.

4. EFFECTIVE DATE AND READINGS

- 4.1 This bylaw comes into effect upon the date of final reading and signing thereof, and shall remain in effect until all amounts due to the Town of Nanton specified in this Bylaw have been received, unless otherwise repealed or amended.

- 4.2 Read a **first** time this _____ day of _____, 2025.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

- 4.3 Read a **second** time this _____ day of _____, 2025.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



4.4 Read a **third** time this ____ day of _____, 2025.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

DRAFT





REQUEST FOR DECISION

Meeting: October 6, 2025
Agenda Item: 5.2

Alberta Community Partnership Program – Resubmission for 2026

ADMINISTRATIVE RECOMMENDATION:

That the Town update and resubmit its previous application to the Alberta Community Partnership program with the M.D. of Willow Creek concerning the Spring Line raw water source, license and infrastructure.

DECISION OPTIONS:

- ☒ #1 – Submit the application with MD of Willow Creek support
- ☐ #2 – Do not proceed at this time.
- ☐ #3 –

PURPOSE:

The submission to the above program in 2024 was declined, but the issues around the future of the Spring Line remain of critical importance to the rural user group and the Town. Resubmission is encouraged.

BACKGROUND / IMPLICATIONS:

Excerpt from the 2024 submission:

“The partnership between the Town of Nanton and the Municipal District of Willow Creek is a collaboration with a long history of shared municipal service delivery in areas such as regional land use, emergency management, transportation, waste management, recreation, and water, wastewater, and stormwater management. The partnership recognizes the importance of well-planned and maintained municipal infrastructure for the enhanced and efficient delivery of water services and want to ensure we are positioned to address future operational and infrastructure requirements through the development of a collaborative regional water service delivery strategy.

The provision of water services to the region has reached a pivotal time to consider the most viable approach to long-term water servicing and operations. The regional water service delivery strategy project is focused on obtaining and analyzing data related to the sustainability and viability of the regional Spring Line water line. It is expected the town will no longer require the Spring Line following completion of the new regional potable water line project that is currently under way. The regional water service delivery strategy will focus on evaluating the feasibility of alternatives and infrastructure requirements for keeping the line in service for regional rural water users.

A regional approach to municipal water service delivery and infrastructure management is a key consideration for municipal and regional sustainability. In consultations between the partnership it was determined that it would be proactive to conduct an analysis of water infrastructure and operational solutions and options to ensure continuous safe water services to the region’s residents. The timing is critical as water supply and security is an ongoing risk for southern Alberta and the partnership. As such,

the partners recognize the importance of ensuring safe, adequate, and sustainable water management services and want to ensure we are positioned to address future operational and infrastructure requirements.

This will be achieved through the development of an engineering analysis of the regional Spring Line water infrastructure that would include:

- evaluation of water line solutions to assess operational efficiencies, reliability, and cost;
- identification of asset requirements for the operation of the potable water equipment and systems; and
- water licensing and environmental impact analysis.

The partnership will undertake the following activities:

1. Preliminary assessment, data collection, and review and analysis of key water service areas, and service level demands.
2. Stakeholder consultations.
3. Technical engineering conceptual and detailed design analysis, geotechnical assessment, and environmental assessment.
4. Regional water line scenario evaluation and analysis to identify efficiencies, reliability, and cost of each option.
5. Technical review of existing bylaws, policies, licenses, and agreements.
6. Development of a regional water service delivery strategy and recommendation framework that identifies infrastructure and operational requirements to ensure safe and responsive regional water services.

The development and efficient delivery of core municipal services is critical to the viability, economic stability, and quality of life in the region. This information will establish a framework to guide informed decisions on critical regional water infrastructure and service delivery.

The expected project outputs are:

1. Data collection for regional water services, infrastructure requirements, analysis, and summary report.
2. Assessment and analysis of regional water service delivery planning requirements, demand analysis, and servicing projections.
3. Regulatory approvals and stakeholder consultation summary report.
4. Regional water services concept plan, infrastructure design options and analysis, and cost models.
5. Regional water service delivery summary report and recommendations.”

Deferral of a decision until November is not recommended as there is a late November deadline for submission. If Council changes direction, the Town can always withdraw its submission or decline the grant.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount): Grant of approximately \$200,000.

Communications/PR:

Applicable Legislation:

Attachments:

Prepared By: Neil Smith, CAO

Date: October 1st 2025



APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input checked="" type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING AND DEVELOPMENT	<input type="checkbox"/>	COMMUNITY AND ECONOMIC DEVELOPMENT
<input type="checkbox"/>	GOVERNANCE AND CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION: CAPITAL PRIORITIES			



REQUEST FOR DECISION

Meeting: October 6, 2025

Agenda Item: 5.3

Elector Assistance at Home

ADMINISTRATIVE RECOMMENDATION:

Administration **recommends** approval of **the** resolution providing elector assistance at home on Monday, October 20, 2025, beginning at 1:00 p.m., ensuring all eligible electors are provided equitable access to the vote consistent with Section 79 of the *Local Authorities Election Act*.

DECISION OPTIONS:

☒ #1 – That Council, pursuant to Section 79 of the *Local Authorities Election Act*, provide for the attendance of two deputy returning officers at the residence of eligible electors unable to attend a voting station due to physical disability, with attendance to occur on Monday, October 20, 2025, beginning at 1:00 p.m., during the hours of the general election.

☒ #2 – That Council approve elector assistance at home under Section 79 of the *Local Authorities Election Act* but set different times or conditions for deputy attendance.

☒ #3 – That Council decline to provide for elector assistance at home.

PURPOSE:

To seek Council's approval, by resolution, to provide for elector assistance at home pursuant to Section 79 of the *Local Authorities Election Act*, permitting the attendance of two deputy returning officers at the residence of electors who, due to physical disability, are unable to attend a voting station or advance voting station.

BACKGROUND / IMPLICATIONS:

Section 79(1) of the *Local Authorities Election Act* (Chapter L-21, RSA 2000, as amended) authorizes an elected authority to pass a resolution allowing two deputies to attend the residence of an elector who cannot attend a voting station or advance voting station because of a physical disability. In these cases, the Returning Officer must be satisfied that the elector meets this criterion and must maintain a list of all electors whose applications have been accepted or rejected.

Each applicant must be advised of the decision, and if accepted, must be informed of the date and approximate time when two deputies will attend their residence to take the vote. All attendance by deputies must be carried out only during the hours set by Council resolution, and no vote can be taken outside of those times.

To give full effect to this section, the Returning Officer will appoint and train sufficient deputies to attend electors' residences and will ensure that ballot handling and custody procedures are followed in the same manner as at voting stations.

For the 2025 general municipal election, it is proposed that deputies attend residences on Monday, October 20, 2025, beginning at 1:00 p.m. Addresses of electors will not be published in the resolution, as the legislation does not require that detail; rather, they will be maintained confidentially on the Returning Officer's official elector assistance list.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount) : n/a

Communications/PR: n/a

Applicable Legislation: Local Authorities Election Act Section 79

Attachments: none

Prepared By: Sara-Lynn Lyons

Date: October 1, 2025

APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input checked="" type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC DEVELOPMENT
<input checked="" type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION:			



cao at 9:51:01 AM, 10/2/25



September 23, 2025

File:30C-181
Sent Via Email

Chief Administrative Officers & Councils
All Member Municipalities of ORRSC

Dear Chief Administrative Officer and Council,

RE: 2026 Draft Operating Budget & Membership Fees

On behalf of the Board of Directors of the Oldman River Regional Services Commission, we wish to inform you that at the Regular Board of Directors meeting held on Thursday, September 4, 2025 the Executive Committee presented the draft 2026 Operating Budget and membership fee adjustments.

The 2026 Draft Operating Budget has been prepared using the 2025 Total Equalized Assessments. Once the 2026 Total Equalized Assessments are released by the Province of Alberta, the budget will be updated accordingly.

As shared with the membership at December 4, 2024, Board of Directors meeting, the Commission can no longer rely on the financial uncertainty of fee-for-service and subdivision revenues to sustain our operations. The Executive Committee and Administration are committed to establishing a more stable financial framework to ensure that the Commission can continue to provide high-quality services and program to our member municipalities.

For 2026, planning membership fees are proposed to increase by 14%, raising the fee ceiling to \$118,000 (based on 2025 equalized assessments), and increasing the fee floor to \$5,700. In addition, GIS fees are proposed to increase by an average of 12%, with the introduction of a \$2,000 fee floor, which was not previously in place. As with previous years, once the 2026 total equalized assessment numbers are released, the Executive Committee will review these figures and make adjustments if necessary.

This forms part of the 3-year financial stabilization plan introduced in 2025. While the plan is aggressive, the Executive Committee believes it is essential to ensure the long-term financial sustainability of the Commission, enabling us to continue serving our members as we have for more than 70 years.

We understand that an increase in fees is challenging and that all industries, including municipal governments, are feeling the financial pressures of the current economic climate. The 3-year financial stabilization plan to cover fixed expenses from fixed sources of revenue attempts to strike a balance between the financial viability of the Commission with the impact of increasing fees on our members. Maintaining this balance as we go forward through transparent financial planning and gradual fee adjustments is critical for the commission and our municipalities.



OLDMAN RIVER REGIONAL SERVICES COMMISSION

3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrsc.com
Website: www.orrsc.com

Enclosed with this letter, you will find a detailed outline of your municipality's estimated 2026 membership fees as well as a copy of the 2026 Draft Operating Budget presentation. The proposed 2026 Budget will be formally presented at the Board of Directors' Organizational Meeting on December 4, 2025.

We wish to extend the invitation to discuss the budget presentation, the membership fee increases, and any other concerns Administration or Council may have. If you would like to have us present to your Council or Administration, please contact Stephanie Sayer, Accounting Clerk, at 403-329-1344 or by email at accounting@orrsc.com at your convenience who will work with you to coordinate a visit.

Should you have any other questions please do not hesitate to reach out to our office at 403-329-1344 or by email at admin@orrsc.com.

We thank you for your continued support and partnership, and we remain committed to providing exceptional value to all member municipalities.

Thank you,

Lenze Kuiper
Chief Administrative Officer

LK/rk
Enclosed:

2026 Membership Fees
2026 Draft Budget Presentation

2026 Estimate of Fees – Town of Nanton

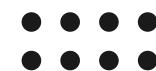
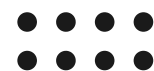
2026 Planning Membership Annual Fee	\$50,982
2026 GIS Membership Annual Fee	\$16,064
2026 Chinook Intermunicipal Subdivision and Development Appeal Board Annual Fee	\$550
2026 Regional Assessment Review Board Annual Fee	\$500

2026 DRAFT BUDGET

Presentation



September 4, 2025



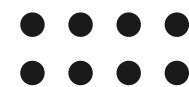
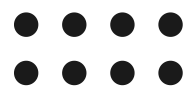
BACKGROUND SUMMARY

Fixed Expenses = Fixed Income

Variable Income to Rebuild Reserves

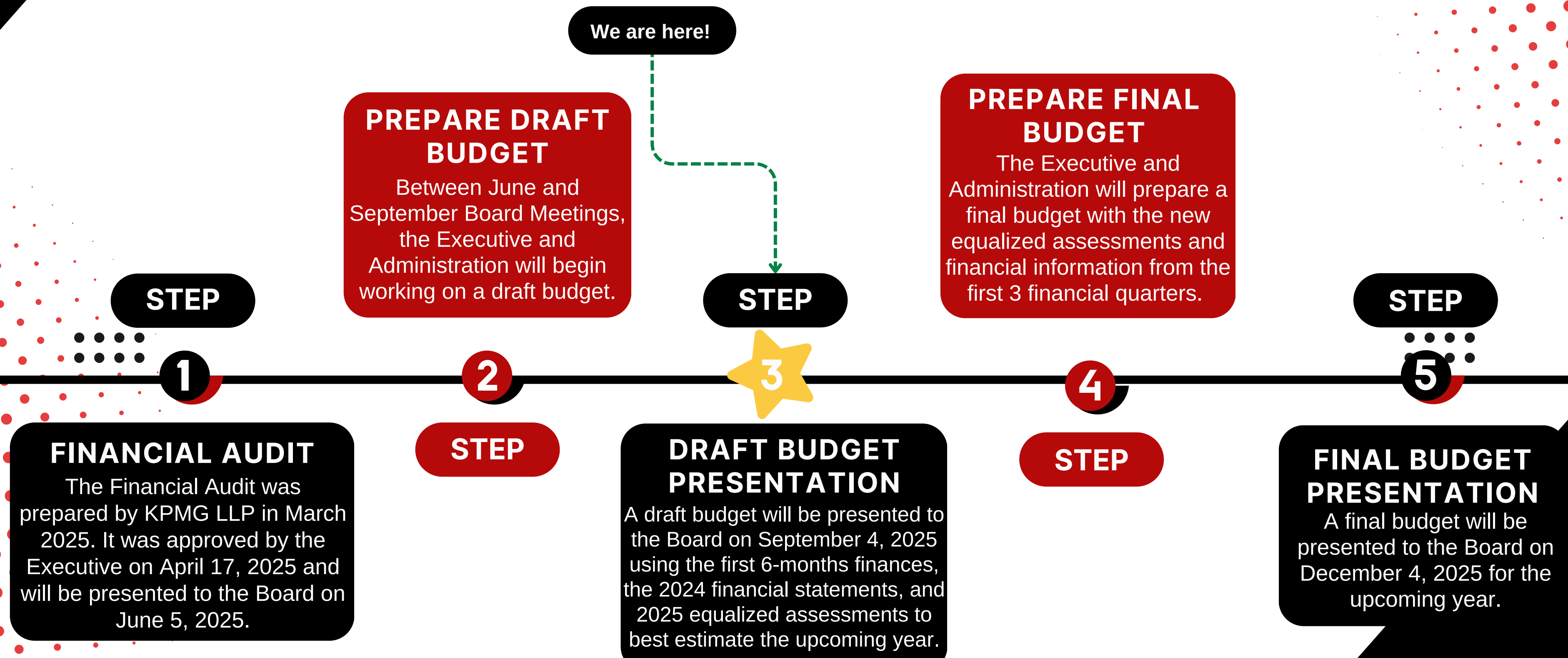
**Estimated Membership Increases
with Rolling Budget
2025 – 35% 2026 – 14% 2027 – 7%**

Provide Draft Budget Prior to December

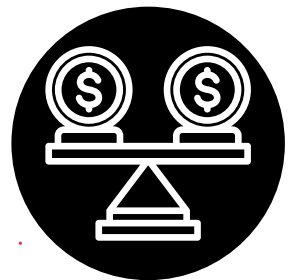


BUDGET TIMELINE

WHERE ARE WE?



OUR FINANCIAL GOALS



Financial Stability

- Membership Fees to cover fixed operating expenses
- Fee-For-Service & Subdivision for non-fixed operating expenses and rebuild reserves



Revenue Growth

- Review existing statutory plans
- Continue to research needs of Members and determined services within our scope of work



Intensify Financial Planning

- Starting process earlier to provide draft budget in September
- Develop a strong capital plan to monitor capital assets

*As of July 31, 2025

Net Income

YEAR	BUDGET	ACTUAL
2016	\$6,198	72,826.08
2017	\$34,376	\$255,792
2018	\$36,430	\$210,882
2019	\$38,234	-\$42,315
2020	\$40,048	-\$82,944
2021	\$1,188	\$296,029
2022	\$5,399	-\$138,842
2023	\$7,233	-\$250,237
2024	\$9,645	-\$153,542
2025*	\$5,759	\$591,183



2026 DRAFT BUDGET NOTES

Budget is prepared using the **2025 Total Equalized Assessments**, and final budget for approval by the Board will be updated to use the **2026 Total Equalized Assessments** once they are available in late 2025.

The 2025 Operating Budget was presented with a 3-Year Plan with the an estimated increase to Membership Fees of 14% in 2026 and 5% in 2027.

2025 BUDGET OVERVIEW

Planning Membership

14% Increase to Fees
Ceiling – \$118,795 / Floor – \$5,700

GIS Membership

12% Average Increase to Fees

Subdivision Fees

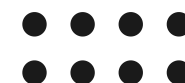
\$25 – 50 Increase to Various Subdivision Fees

Regional Boards

\$50 Increase to CISDAB Annual Fee
\$0 Increase to RARB

Fee For Service

\$0 Increase to Members
\$0 Increase to Non-Members



PLANNING & GIS FEE INCREASE

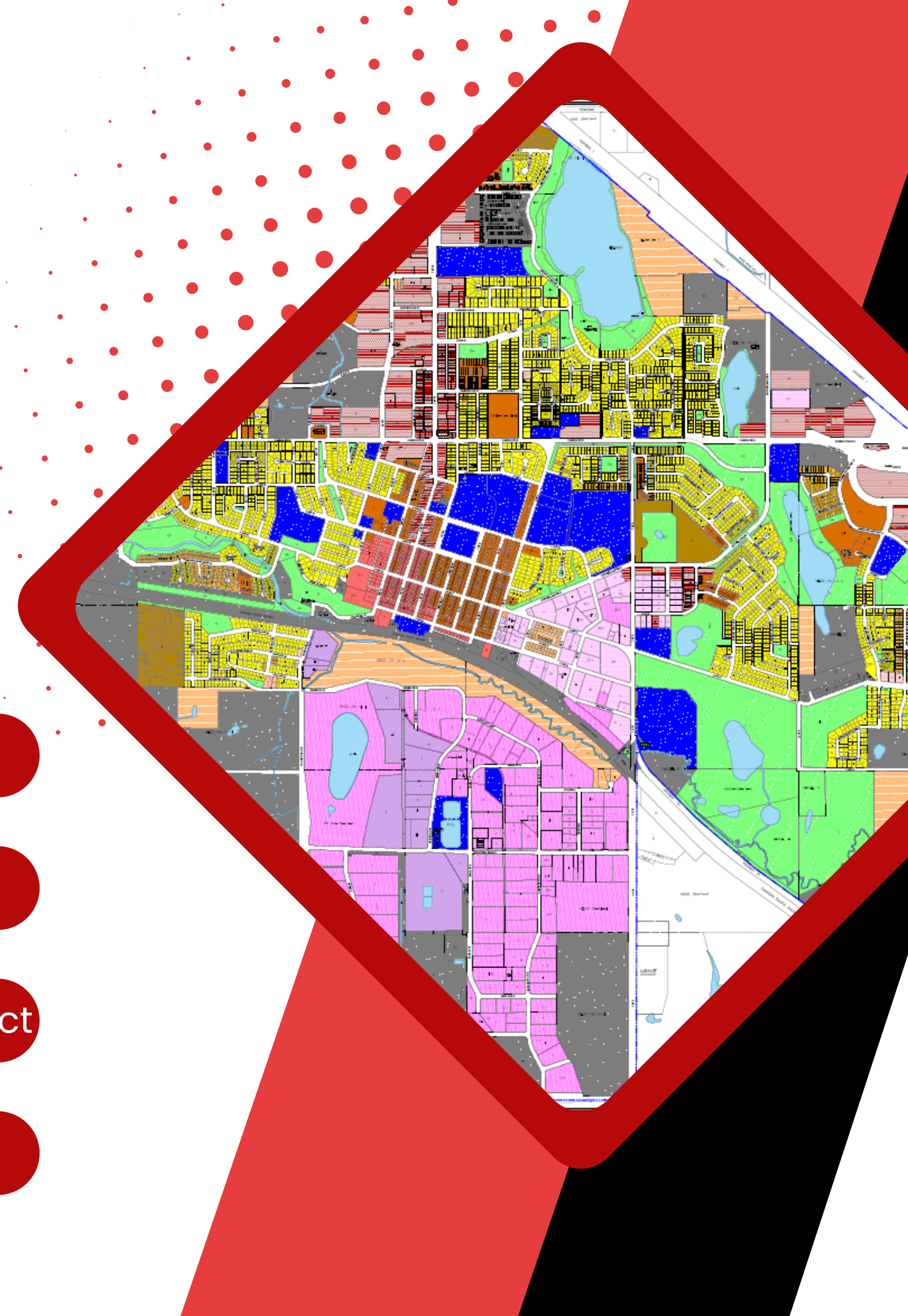
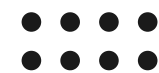
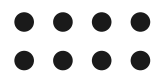
Our goal is to be in alignment with the financial plan presented at the December 5, 2024 Board of Directors Meeting for the 2026 Operating Budget.

Proposed Increase of 14% to Planning Membership Fees

Increase Planning Membership Ceiling to \$118,795 and Floor to \$5,700

Proposed Floor of \$2,000 for GIS Membership; previously no Floor in effect

Proposed Increase to GIS Membership Fees averages at 12%



SUBDIVISION FEE INCREASES

Last increase to Subdivision Fees was in 2023.

Application Fee

Current Fee – \$750
New Fee – \$800

Lot Fee

Current Fee – \$350
New Fee – \$400

Boundary Adj. Fee

Current Fee – \$350
New Fee – \$400

Finalization Fee

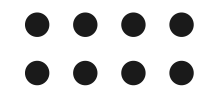
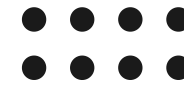
Current Fee – \$220
New Fee – \$250

Recirculation Fee

Current Fee – \$350
New Fee – \$400

Extension Requests

Current Fee
\$350/\$450/\$550
New Fee
\$375/\$475/\$575



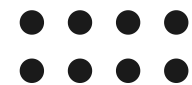
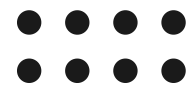
REGIONAL BOARD FEES

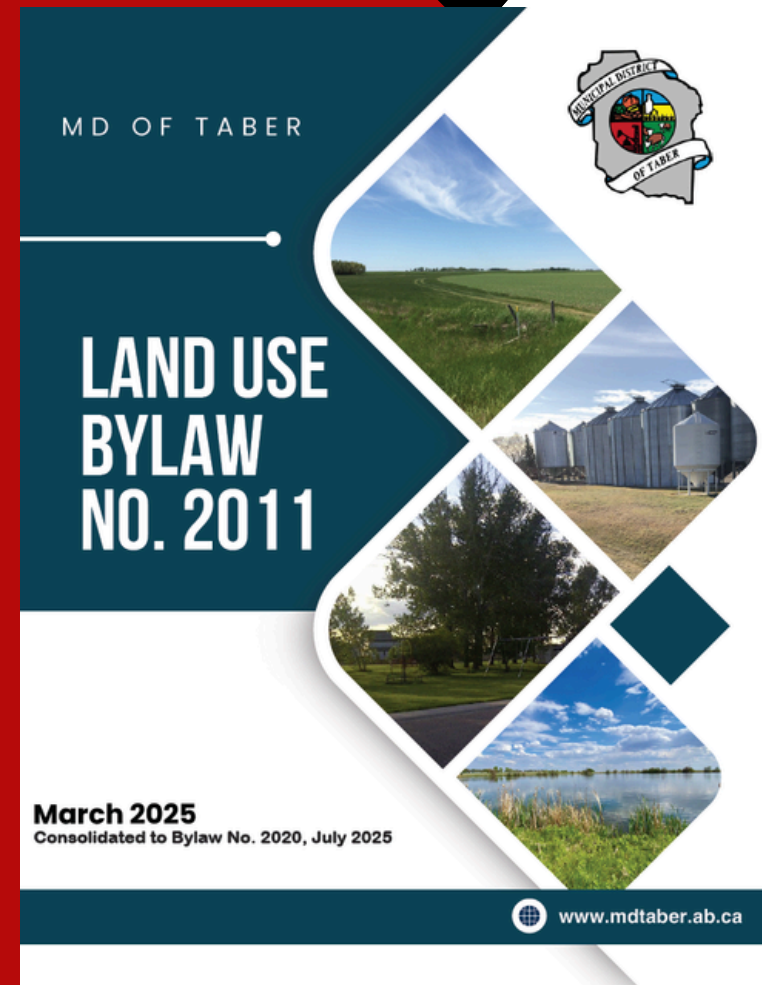
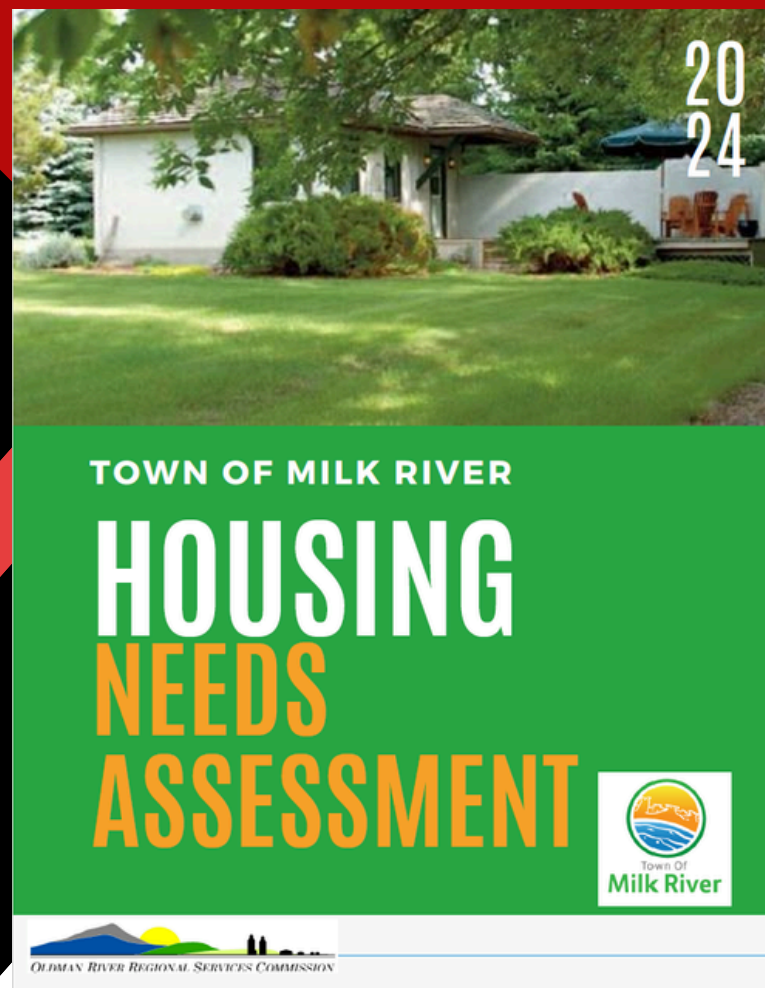
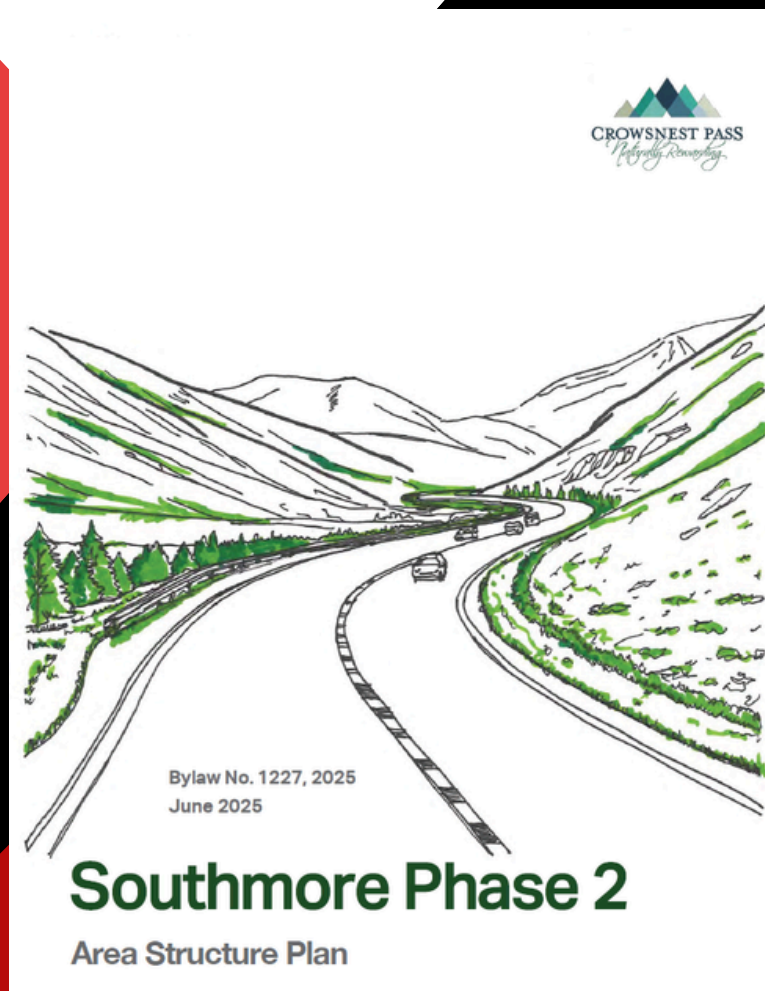
Chinook Intermunicipal Subdivision & Development Appeal Board

Current Fee of \$500 was set in 2019
Proposed increase to \$550

Regional Assessment Review Board

No Increase to Fee Proposed for 2026



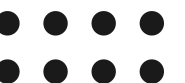


FEE-FOR-SERVICE FEES

No Changes or Increases

Fee-For-Service Hourly for Members to remain at \$85/Hour

Fee-For-Service Hourly for Non-Members to remain at \$200/Hour



2026 CAPITAL PLAN

EXPENSES

New Roof

Following a roof inspection it was determined that our building requires a total roof replacement.

Budget – \$52,000

New Fleet Vehicle

Fleet vehicles are rotated every 120,000 km to retain best resale value and limit mechanical repairs.

Budget – \$35,000

Vacation & Overtime Liability

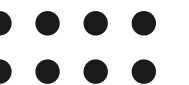
Due to being short staffed for multiple years, staff have accumulated large amounts of vacation and overtime. Our goal is to be financially prepared if the organization has to payout these liabilities through a reserve fund contribution.

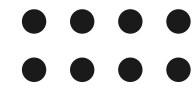
Budget – \$30,000

COST OF LIVING ADJUSTMENT

Cost of Living Adjustment (COLA) is an increase in income or benefits designed to offset the impact of inflation on the cost of goods and services.

2026 Proposed: 2% COLA for All Staff





COMBATTING STAFF SHORTAGES

Due to a limited supply of experienced Planners in our region Administration is pivoted to hiring more Assistant Planners to help alleviate the workload. This approach will allow ORRSC to invest in training, mentorship, and succession planning so we can promote from within and build long-term capacity.

Planners

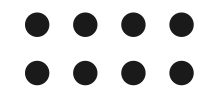
We currently have 6 Planners & Senior Planners who share 39 Municipalities

Assistant Planners

We currently have 4 Assistant Planners with hopes of hiring 1 more before the end of 2025

Contracted Planner

We currently have 1 contracted Senior Planner who is assigned 1 Municipality



OUR NEXT STEPS



Communication with Membership

- Correspondence will be sent to the Member Municipalities with details on their proposed fee increase.



2026 Total Equalized Assessments

- The 2026 Total Equalized Assessments (TEA) are typically released in Early November.
- Once we have these numbers we can input them into the budget



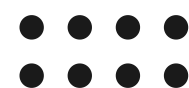
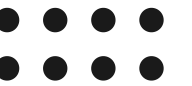
Update 2026 Operating Budget

- With the 2026 TEA's and the third quarter financials available, the Executive can review the proposed draft budget and adjust the budget as needed to reflect the new financial information.



Prepare 2026 Final Budget for Approval

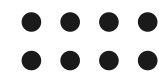
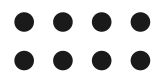
- The Final 2026 Operating Budget will be presented to the Board of Directors at the December 4th Meeting.



QUESTIONS?



Thank You!





ALBERTA

TRANSPORTATION and ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

AR 104405

September 23, 2025

Her Worship Jennifer Handley
Mayor
Town of Nanton
Box 609
Nanton, AB T0L 1R0
jhandley@nanton.ca

Dear Mayor Handley:

Thank you for your letter regarding traffic controls for Highway 2 through the Town of Nanton. As Minister of Transportation and Economic Corridors, I am able to provide the following information.

In response to your request, the department will commission a traffic signal study at this intersection and department staff will keep all parties informed of progress. Considering the Town's request to assess traffic counts during peak times, the study will take place in summer 2026. We expect to receive the results in fall 2026, and they will be shared with the Town of Nanton.

Should you have further questions, please contact Mr. Kenneth Mulhall, Operations Manager. Mr. Mulhall can be reached toll-free in Alberta by first dialing 310-0000, then 403-381-5517, or at kenneth.mulhall@gov.ab.ca.

Thank you for taking the time to write.

Sincerely,

Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Chelsae Petrovic, MLA for Livingstone-Macleod
Kenneth Mulhall, Operations Manager, Transportation and Economic Corridors